

MINUTES OF THE MEETING OF WEST END PARISH COUNCIL HELD AT THE SPORTS PAVILION ON

WEDNESDAY 27TH SEPTEMBER 2017

Present: Cllr. G. Alleway, Cllr A. Dredge, Cllr D. Elliott, Cllr D Gubbins, Cllr A Page, (Chairman), Cllr S. Prideaux Burns , Ms S Price (Clerk for the Council)

In Attendance: Brian Bonny, Coleen Shambrook, Trevor Lofty and Kevin Woodley from West End Bowls Club. Also in attendance was Surrey County Councillor David Mansfield.

Brian Bonny gave a brief history about the bowls club and how it was expanding in membership. An extension had been approved to increase the size of the clubhouse, improve facilities and incorporate short mat bowls. The overall cost of the project would be £211,000 and to date £177,050 had been raised including £100,000 from The London Marathon Trust. This grant however would not be paid until the end of the project and The Bowls Club required £65,000 at the start of the project to assist with cash flow. The Bowls Club asked if the parish council would consider taking out a loan from the Public Works Loan Board for the £65,000 and the Bowls Club would pay this back with money they received from The London Marathon Trust. There would however be a shortfall of approximately £13,000 which The Bowls Club was confident they could pay off by making accumulated savings during the project and fund-raising. The parish Councillors had received a cash flow forecast and written proposal prior to the meeting. The Clerk had established that the Maturity Loan, which had been the preferred option, with only interest payments during the term and repayment of capital at the end, was not available to a parish council; therefore a fixed rate loan would be an alternative option. Cllr A Dredge asked if they had applied for a bank loan, which they had, and then asked why this had been refused. The reason was that the banks would not offer an unsecured loan. Cllr G Alleway was also concerned about the financial risk to the parish council.

Cllr Mansfield attended the meeting to give an update on the unlawful use of land at Old House Lane by Kingswood Pallets. Cllr Mansfield had attended a meeting with Mr Gove who was very interested in the material supplied. Mr Gove had agreed to look into taking this matter further. Cllr Mansfield would await Mr Gove's recommendations.

159/17 APOLOGIES FOR ABSENCE: Cllr W. J. Medhurst		
160/17 DECLARATION OF INTEREST		
Cllr A. Page declared a non-pecuniary interest in planning application 17/0764. No other members declared any disclosable pecuniary interests or non-pecuniary interests in respect to matters being considered at this meeting.		
161/18 To CONFIRM the Minutes of meeting held on Tuesday 12th September 2017		
Confirmed and signed by Cllr A Page		
162/17 PLANNING MATTERS		
The following applications received prior to this meeting were CONSIDERED		
APPLICATION		DECISION
17/0786 Oak Farm House, Pennypot Lane, GU24 8DL		No objection
15/0445/1 Land North East of Malthouse Farm, GU24 9JG		No objection
17/0812 Oakleigh, Hookstone Lane, GU24 9QP		No objection
17/0764 21 Sefton Close, GU24 9HT		No objection
163/17 HIGHWAY MATTERS (outstanding)		
DISCUSSION	Resolution	PERSON RESPONSIBLE DEADLINE
a. 150/17(a) Old House Lane VOSA inquiry. Activity was still continuing at the site. Cllr Mansfield had attended the meeting and updated on this item as above.	Ongoing	
b. 150/17(b) Parking issues on the pavement before Martins Tyres, outside the cottages. No updates were available as this is in the hands of the Legal Team.	Noted - ongoing	
c. 150/17(c) As requested by the parish council the Clerk had written to Gordons School regarding vehicles exiting the school and turning right onto A322. The school had responded advising they would review the signage and put a message out to parents reminding them to turn left only at this exit.	Noted – no further action	

164/17 RECREATION GROUND/PLAYGROUNDS/PAVILIONS/WAR MEMORAL/COMMON LAND (outstanding & new)		
DISCUSSION	Resolution	PERSON RESPONSIBLE DEADLINE
a. 151/17(d) Tree inspection. The Clerk had contacted Keen Consultancy and was waiting for a quote to be received for assessing the trees on parish land.	Ongoing	
b. 151/17(e) The Clerk had requested a quote for cutting the tree on Fellow Green roundabout down to its base. It was suggested to also obtain a quote from Cormack Tree Care.	It was agreed to obtain a further quote.	Clerk – immediately
c. 151/17(g) Rosewood Way Green Space. The Clerk advised that the cost of a new bin would be £171 + vat.	It was resolved to purchase a bin and install near the benches in the Rosewood Way green space. The Clerk was still waiting for authority to install the bin from Surrey Heath Borough Council and would order once this authority had been received.	Clerk
d. Information had been received from the Royal British Legion regarding Silent Soldiers. The concept would mark the sacrifice of those who fell in the four war years leading up to the Armistice in November 1918. Commemorative events would be held across the United Kingdom during 2018, 100 years after the end of the First World War. Silent Soldiers would appear on buildings, and in gardens, fields, roundabouts and many other places. Companies, and individuals, could join the Nation in remembrance by displaying a Silent Soldier. The parish council was invited to consider purchasing a Silent Soldier. The cost of a soldier was either £100 or £250 with the Council's name on it.	It was resolved to participate in this concept and purchase a Silent Soldier for £250. This would either be placed at the shop parade, on a roundabout, near the village sign or at the War Memorial depending on approval required from Surrey Heath Borough Council.	Clerk – immediately
e. Cllr Alleway was concerned about the risk of incursion in Rosewood Way Green Space. The Clerk had spoken with Borough council who had advised it was a low risk for a number of reasons <ol style="list-style-type: none"> 1. There is only one access point 2. The land lays wet in areas and this would not be suitable for vehicles which could potentially get stuck 3. Incursions were usually on sites away from houses and this area was close to Gardenia Drive and overlooked. 4. The car park area at Rosewood was possibly more attractive for an incursion however this hadn't been used to date probably because it only had one access point. SHBC would not consider barriers in this area.	Noted	

165/17 BUSINESS PLAN		
<p>a. 153/17(a) Over 180 responses had now been received to the survey and all residents should have received a newsletter. It was agreed to put another reminder on the Neighbourhood Facebook page reminding residents that the survey deadline was 30th September.</p>		
166/17 FINANCIAL MATTERS (new)		
<p>a. The payment of accounts to the value of £3,781.26 was noted and agreed.</p> <p>b. 154/17(b) CIL Balance unchanged £5012.46 - deadline 3.11.20 & £6675.90 deadline 20.4.21. The Clerk had requested an update from Surrey Heath Borough Council regarding CIL money due in October and whether the developers were paying in full or instalments.</p> <p>c. The Bowls Club had attended the parish council meeting as noted above. The Clerk advised that only a decision in principle could be made as to whether the parish council would loan the Bowls Club money as there were a number of points the Clerk needed to clarify with the Department for Communities and Local Government, and the Public Works Loan Board. A business case would also need to be presented to the parish council. The Clerk asked the Bowls Club to resubmit a revised cash flow based on new figures for a fixed loan rather than a maturity loan. The parish council resolved in principle to look further into providing a loan.</p> <p>d. Tringham West End Centre had applied for a £1,000 from the parish council to help with operational overheads of running the centre. Accounts had been provided. It was resolved to grant £1,000 to The Tringham West End Centre.</p>		
167/17 DOCUMENT & CORRESPONDENCE (Outstanding and new)		
DISCUSSION	Resolution	PERSON RESPONSIBLE DEADLINE
<p>a. 155/17(b) Footpath to link all the new developments. The Clerk had not received an update form Rights of Way although this had been requested. Cllr Goodman, as Cabinet Member for Environment and Transport was going to expedite this for the parish council.</p>		
<p>b. 155/17(d) Request to run a refreshment facility on the green behind Tringham Hall. A communication had been sent to other parish councils in Surrey/Sussex via SSALC asking for their experiences in running refreshment a facility.</p> <p>One council goes out to tender every three years and awards to the highest bidder, who then runs the kiosks on an agreement between them as the licensee and the Parish Council. They have suggested letting an individual have a trial year, with the parish council receiving either a fixed fee of percentage of sales at the end of the year. Another council was also contacted recently about putting a converted horse box in the car park in order to provide coffees, teas and snacks. This had not progressed any further yet.</p> <p>The Clerk has contacted the original resident asking for more information but had not heard back.</p>	<p>It was resolved to revisit this idea when the village survey had been reviewed and the business plan written.</p>	

DISCUSSION	Resolution	PERSON RESPONSIBLE DEADLINE
c. 155/17(e) Shrubs on Fellow Green roundabout. The Clerk was waiting for advice and a quote from Nigel Jeffries with regards to cutting the shrubs down to .7m.	It was agreed to obtain a further quote from Cormack Tree Care.	Clerk – immediately
d. A draft drought plan had been received from South East Water. There was currently a consultation running until 29 th October.	Noted	
e. Chobham Parish Council had written to West End Parish Council regarding the Chobham and West End Joint Burial committee. The Governance and Accountability for Local Councils had introduced a new requirement for the proportionate share of income and expenditure, assets, liabilities and reserves of a joint committee to be included within the accounts of the parent Council. The recommendation was that the whole of the above be included in Chobham Parish Council's accounts. The parish council, as a representing body on the committee was being consulted.	It was resolved that the whole of the income and expenditure, assets, liabilities and reserves of the Chobham & West End Joint Burial Committee be included in Chobham Parish Council's accounts.	Clerk – immediately
f. The parish council as employers had received the revised pension administration strategy of the Surrey Pension Fund. There was a consultation on the strategy aimed at Scheme Employers which closed on 23 rd October.	Noted - no comments	
168/17 GENERAL (new)		
DISCUSSION	RESOLUTION	PERSON RESPONSIBLE DEADLINE
a. 156/17(a) Cllr Page had been involved with a meeting concerning the SANG land at Windlemere Golf Club. Cllr Page had discussed with planners its possible use as a skate park. The planners clarified that the SANG could only be kept as an open space and a skate park or any other recreational facility could not be built here. It was recommended that the parish council approached Surrey Heath Borough Council again regarding using the land at Rosewood Way.	It was resolved the parish council would revisit the possibility of a skate park when developing the business plan, dependent on results from the survey.	
169/17 ITEMS FOR THE NEXT AGENDA No new items were put forward at this time		
170/17 EXCLUSION OF PRESS AND PUBLIC Under the Public Bodies (Admission to Meetings) Act 1960 Section 1(2) – likely disclosure of exempt information the Press and Public were excluded from Part II of the meeting.		

There being no further business the Chairman closed the meeting at 21:50

The next meeting will be on Tuesday 10th October 2017

Signed Chairman Date